

WASHINGTON STATE DENTAL HYGIENE EXAMINING COMMITTEE MEETING MINUTES

MEMBERS PRESENT: Kathy Conrad, RDH
Pete Fox, Public Member, Chairperson
Maxine Janis, RDH

STAFF PRESENT: Gail Zimmerman, Executive Director
Kirby Putscher, Deputy Executive Director
Vicki Brown, Program Manager
Becky Peterson, Administrative Assistant

OTHERS PRESENT: Melissa Johnson, Lobbyist, Washington State Dental Hygiene Association
Colleen Gaylord, RDH, Washington State Dental Hygiene Association

The Dental Hygiene Examining Committee met at 9:00 a.m. on Friday, October 31, 2003, in the Cascade Room at the WestCoast Red Lion Inn, 18220 Pacific Highway South, SeaTac, Washington 98188.

ITEMS ON AGENDA

OPEN SESSION:

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Pete Fox, Public Member, Chairperson.

A. Introductions

Introductions were made between the Dental Hygiene Examining Committee, staff and audience.

B. Approval of Agenda

The agenda of October 31, 2003 was approved as presented.

1. CALL TO ORDER (continued)

C. Approval of May 2, 2003 Meeting Minutes

The minutes of May 2, 2003 were approved as presented.

CLOSED SESSION

2. EXECUTIVE SESSION

The term "executive session" is commonly understood to mean that part of a regular or special meeting of the governing body that is closed to the public. A governing body may hold an executive session only for specific purposes, which are identified in RCW 42.30.220(1)(a) – (k), and only during a regular or special meeting.

OPEN SESSION

3. PROGRAM REPORT – EXECUTIVE DIRECTOR, ASSISTANT ATTORNEY GENERAL

A. Budget Report – Interim Operating Report for June, 2003 and new Budget for 2003 - 2005

Ms. Zimmerman reviewed the 25th month Interim Operating Report 2003 and the actual versus proposed budget for the 2003 – 2005 biennium. The Committee requested to be provided a copy of all monthly interim-operating reports.

B. 2004 Legislation

Election for the Legislative Liaison for the 2004 session

After Committee discussion, the decision was that both Ms. Conrad and Ms. Janis would be the legislative liaisons for the 2004 session. Both will receive any bill information, however, only one will be responsible for replying back to the Department.

An Act Relating to Health Professions Disciplinary Processes

Ms. Zimmerman briefly explained this legislation concerning the Uniform Disciplinary Act to the Committee. She stated that at this point in time, we do not know whether this bill will go forward or not.

Barriers to Credentialing

Ms. Zimmerman explained the barriers to credentialing bill. It was noted that this was prepared three to four months ago, currently there is no sponsor and we do not know if it will go forward this session or not.

C. Other New Business

There was no other new business reported.

4. **DISCIPLINARY HTTS REPORTS** – Vicki Brown, Program Manager

Ms. Brown gave a presentation on the disciplinary process and discussed the charts outlining the process. The following information will be provided to the Committee at each meeting: number of complaints received, types of complaints, number of background checks, number of continuing education audits performed and the number of disciplinary actions.

5. **ORAL HEALTH PROFESSIONAL SUNRISE – H-3272.2/04**

Ms. Zimmerman updated the Committee members on the status of the Sunrise Review. The final Sunrise Report is to be out by the 1st part of December. She stated that the dental, dental hygiene and Denturist staff have been providing expertise on the proposal.

6. **ROLE OF THE DENTAL HYGIENE EXAMINING**

Ms. Zimmerman explained the role of the committee members versus the role of the Secretary of the Department of Health. The main responsibility of the Committee is for examinations. The majority of the authority lies with the Secretary for rule making, fees, licensing and disciplinary.

7. **MISCELLANEOUS REPORTS**

A. Western Regional Examining Board (WREB) Board of Director's Meeting – Kathy Conrad, RDH

See attached report.

B. American Association of Dental Examiners Meeting – Maxine Janis, RDH

See attached report.

- C. Department of Health – Boards, Commissions and Committees Conference –
Maxine Janis, RDH

See attached report.

8. ESTABLISH MEETING DATES FOR 2004

The tentative meeting dates and locations for 2004 will be as follows:

January 23, 2004	Department of Health, Tumwater, WA
April 23, 2004	Red Lion Inn, SeaTac, WA
August 20, 2004	Department of Health, Tumwater, WA
October 29, 2004	Red Lion Inn, SeaTac, WA

9. SELECTION OF PARTICIPANTS FOR 2004 ANNUAL CONFERENCES

- A. CRDTS annual meeting, steering committee and Dental Hygiene Exam Review Committee – March 11 - 13, 2004 in Kansas City

Kathy Conrad, RDH and Maxine Janis, RDH will both attend the CRDTS annual meeting, steering committee and Dental Hygiene Exam Review Committee and be the Committee's representatives.

- B. Western Conference of Dental Examiners and Dental School Deans and WREB Dental Hygiene Exam Review Committee – July, 2004

Kathy Conrad, RDH was elected to attend the Western Conference of Dental Examiners and Dental School Deans and WREB Dental Hygiene Exam Review Committee and to be the Committee representative.

- C. CRDTS Dental Hygiene Exam Review Committee – September, 2004

Maxine Janis, RDH was elected to attend the CRDTS Dental Hygiene Exam Review Committee and to be the Committee representative.

- D. CRDTS Steering Committee Meeting – October, 2004

Kathy Conrad, RDH was elected to attend the CRDTS Steering Committee meeting and to be the Committee representative.

E. American Association of Dental Examiners – October, 2004

Maxine Janis, RDH was elected to attend the American Association of Dental Examiners meeting and to be the Committee representative.

F. Citizens Advocacy Center Meeting – November, 2004

Pete Fox, Public Member, Chairperson, was elected to attend the Citizens Advocacy Center meeting and to be the Committee representative.

10. CONSENT AGENDA - CORRESPONDENCE

The following items and any additional correspondence received or sent is for the Committee's information. If separate discussion is desired on an item, a single motion by a committee member will place the specific item(s) on the regular business agenda. Otherwise, there will be no discussion of these items.

There was no discussion on the following items:

- A.** Letter dated August 6, 2003 from WREB highlighting the WREB Board of Directors, Dental and Dental Hygiene Exam Committee meetings
- B.** July 10, 2003 meeting minutes of the WREB Board of Directors
- C.** July 9, 2003 WREB Dental Hygiene Exam Review Committee meeting minutes
- D.** Central Regional Dental Testing Services, Inc. (CRDTS) 2003 Annual Report on Dental Hygiene Examination Results

11. FUTURE AGENDA ITEMS

The following items were requested to be future agenda items:

Disciplinary Reports / Action Items to include:

Licensed Dental Hygienists

Number of complaints

Number of concerns

Number of continuing education audits

Number of Notice of Corrections (NOC's)

Number of Statement of Charges (SOC's)

Number of Statement of Allegations/Stipulations to Informal Dispositions (SOA/STID's)

Number of final orders

Dental Hygiene Applicants

Number of background checks with “yes” responses

Sunrise Information – Legislation

Budget

Citizen Advocacy Center Meeting – Pete Fox (report)

12. OTHER OPEN SESSION BUSINESS – (for discussion only)

The Washington State Dental Hygiene Association informed the Committee that they would be doing a survey to approximately 1000 licensed Dental Hygienists in coordination with the University of Washington. The survey will be to find out the number of hours a hygienist works, when they plan to retire and if they are currently practicing.

CLOSED SESSION (Upon completion of Open Session Business)

13. JURISPRUDENCE EXAMINATION DEVELOPMENT REVIEW

14. WESTERN REGIONAL EXAMINATION DEVELOPMENT REVIEW

OPEN SESSION – 2:15 p.m.

15. ADJOURNMENT

There being no further business before the Committee, the meeting was adjourned at 2:16 p.m. on Friday, October 31, 2003.

Respectfully Submitted by:

Approved by:

Vicki L. Brown, Program Manager

Pete Fox, Public Member, Chairperson